

## DOCUMENT RESUME

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TITLE PREP [ Pre-Discharge Education Program ], Longview Community College-Richards Gebaur Air Force Base, Missouri.

INSTITUTION Longview Community Coll., Lee's Summit, Mo.

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NOTE 8p.; See CS 001 934 for "Effective Reading Programs: Summaries of 222 Selected Programs"

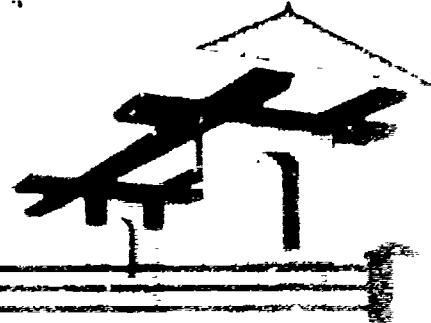
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DESCRIPTOPS \*Effective Teaching; High School Equivalency Programs; Language Skills; Mathematics Instruction; Military Personnel; Noncredit Courses; Postsecondary Education; \*Reading Instruction; \*Reading Programs; \*Reading Skills; \*Study Skills

IDENTIFIERS \*Effective Reading Programs; Right to Read

## ABSTRACT

One of the programs included in "Effective Reading Programs....," the Pre-Discharge Education Program (PREP), annually serving 100 Air Force personnel who want to refresh their skills before entering college or to obtain a state certificate of high school equivalency, offers noncredit preparatory training to service personnel. Begun in 1972, the program offers courses that encompass reading, college preparatory writing, math-algebra, and study skills, and also provides assistance to students in determining their aptitudes and vocational interests. When students enter the reading courses, they are tested to determine reading speed and rate of comprehension. Each student is assigned individual work in appropriate commercial reading programs to increase skills in reading for ideas, interpreting written materials, and taking tests. Written work is assigned to improve the student's vocabulary, spelling, dictionary use, and pronunciation. Instructors provide students with continuous feedback at each session, emphasizing success rather than penalizing failures. The program is offered three times a year in three-month sessions. (TO/AIR)



# Community College

(P-51) - Interim Control, Williams-Barre Air Force Base

The 10 -element Baccalaureate program is designed to help in preparing a student who has served more than 18 consecutive days during active military training education. This is a non-credit preparatory training program. Students may seek transfer discharge or re-enlistment if it is approaching and they have not had high school diplomas, etc., prior to enrolling in one of the 10 year round baccalaureate family programs. The courses also offer an advanced student the opportunity to

The program, taught in Secondary Community Schools, includes agricultural, horticultural, food and beverage, retail trade, engineering, electrical, mechanical, natural fibre, and textile skills, and also provides training in management, administration and vocational guidance. It is designed to meet the needs of mainly semi-skilled and skilled apprenticeship areas of each industry. Each year about 10,000 apprentices are trained in individual industries.

Practicing a spiritual discipline is a way to live a more intentional life. It can help us become more aware of our thoughts and feelings, and it can help us develop a deeper sense of connection to ourselves and to others.

### Program Objectives and Program Activities

1. To enable participants to learn required skills. The activities related to this objective include continuous individualized programs, and, if necessary, classroom instruction. Every participant receives individual, self-instructional direction, however.
2. To assess each participant's educational and vocational interests, goals and to prescribe specific learning objectives.

A comprehensive assessment battery of 10 different tests are administered and the findings interpreted to participants. Learning objectives, in turn, are prescribed. Follow-up testing is done and surveys, as well, to determine if individual program goals have been attained.

Upon completion of initial placement efforts, program participants are assessed again and by the following tests:

Reading Test = Tripha Diagnostic Reading Test Form 4;  
McGraw-Hill Form 7

Writing Test = McGraw-Hill Pen-Test

Math Test = McGraw-Hill Pen-Test

Algebra Test = McGraw-Hill Pen-Test

Upon completion of the assessment stage, the following curriculum is taught:

Reading Test = Tripha Diagnostic Reading Test Form 4;  
McGraw-Hill Form 7

Writing Test = McGraw-Hill Pen-Test

Math Test = McGraw-Hill Pen-Test

Algebra Test = McGraw-Hill Pen-Test

3. To provide additional guidance to participants who have not had sufficient time to attend interviews.

Initially, the participants are assessed, through semi-structured interviews, regarding the clarity of their work interests. The Psychology and Career Services staff then serves as the basis for assisting students in the decision making process.

4. Practice in the development of study skills.

The students who are weak in specific study skills and related habits receive assistance in the College Prep Study Skills course. This includes practice in taking lecture and textbook notes; techniques of taking examinations; and, generally skills important to success in college.

5. To provide instruction directed toward the development of skills in English, mathematics, and reading.

Reading and individual instruction is offered to students who demonstrate difficulties in one or more of these areas. English is an highly utilized instructional materials in order to obtain specific learning objectives. These objectives are identified and compiled for each student in the English off plan.

6. Job placement and orientation to the work place.

Community placement activities include placement in apprenticeship programs like carpentry, woodshop, auto repair, food service, and vocational rehabilitation, working with individual participants according to their individual interests.

7. To provide orientation to all participants and to introduce various educational and administrative phases of the program.

It is intended that all the TEL staff will be given a placement service and it will afford each student the opportunity to attend college or to move direct towards other educational goals. The educational information library is located at the college and the base, plus the curriculum of education, are very similar to the students.

### Facilities

The program is located at Birmingham-Southern Air Force Base. The facilities are as follows:

1. Two classrooms which accommodate approximately twenty students each.
2. An auditorium containing study carrels, reading machines, tape recorder and film equipment, including projectors and screens.
3. Office space available for program director, secretary, and counselor.

In addition, there is available on the base, within walking distance of the instructional facilities, a large staff including among participants, two doctors, one dentist, a pharmacist, in close proximity

### Instructional Materials

Instructional materials will be furnished on the following basis:

- 1. Instructional materials in English
- 2. English Textbooks in grade 12
- 3. Mathematics Textbooks
- 4. English Composition Textbooks
- 5. English Literature Textbooks
- 6. English Grammar Textbooks
- 7. English Poetry Textbooks

The 1950 Information and Communications Departmental project is listed below's first as an example.

### Surveillance

The surveillance section is designed to allow for different placement within each division or area. The supervisor is given a key to an individualized code with some basic information. The surveillance is described below:

Product: Electronic equipment, production and distribution, "dead" properties and ware rooms, followed by an individually altered laboratory room, and a library, a variety of machines and prepared materials. Microscopic methods, radio techniques, non-irradiation of ordinary reading material, reading power of through thickness of materials, concrete materials and types, etc. are incorporated in surveillance activity. In addition to reading materials, surveillance is done to find any work in materials which may be used in training or research. In mailing or items, the supervisor is responsible for materials, and to test radio-all with the general task of supervising the student's assignment for a short time period. A short letter is written to Bureau Director, FBI, FBI Director, Commissioner of Internal Revenue, Commissioner of Education, Commissioner of Labor, the Attorney General, the Postmaster General, and all other appropriate persons in order to insure the proper handling of the information gathered in the surveillance activities.

Product: Surveillance. This section is divided into two parts: (1) the investigation of material and (2) the investigation of persons.

Punctuation, spelling and word usage, together with sentence structure, are stressed to teach the students enrolled to write clear, concise, coherent sentences. In turn, sentences are arranged into paragraphs and essays to logically and coherently express the writer's ideas. Emphasis is placed on purpose, organization, development, and clear-thinking.

#### Mathematics: Mathematical and Algebraic Operations.

The mathematics classes are structured to meet needs through a combination of individualized and group instruction. Depending upon objectives, students select from the following topics:

1. General problem solving (fractions, decimals, and practical application)
2. A basic course in algebra where the student will gain facility in applying algebra concepts and skills in working with fundamental operations, factoring, equations, graphs, exponents and radicals, and other algebraic functions.
3. MC ; preparation
4. GED preparation

#### Psychology: Second Career Planning

The Psychology class has two functions: to help individuals find suitable vocations and to give an overview of the field of psychology.

Students are given a battery of tests, including: mechanical ability, vocational interest survey, aptitude questionnaires, personality tests, and other devices to aid the student to wisely select a career field. Information on job descriptions and opportunities are made available. In addition, individual and group counseling is conducted to aid in vocational choice and to enable each student to define educational goals and personal life objectives.

## Study Skills

This course focuses upon skills necessary for success in college work. To achieve this goal emphasis is placed on the mastery of the SQ3R technique as applied to: various types of texts; college level textbooks; and, finally, techniques of reading objective and essay-type examinations. In addition, attention is given to study techniques for different subjects, term paper research and writing, efficient study schedules, learning theories, and general reading and vocabulary improvement.